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Executive Registry
10-3870

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20 MAY 1958

MEMORANDUM FOR: Assistant to DD/I (Administration)

SUBJECT: Suggestions for Improving the Meaning and Purpose of  
Membership in the CIA Career Staff

1. As you recently requested, ORR has solicited from its members, comments pertaining to membership in the Career Staff and their suggestions for making this membership more valuable and desirable.

2. It should be noted that line supervisors in several instances mentioned a number of tangible benefits already provided, in varying degrees, to members of the Career Staff. It may be that many employees have not been made as aware of these as they should be. Some of the existing benefits already conferred are:

a. Priority eligibility for external training including area familiarization and survey trips both overseas and stateside.

b. Priority eligibility for overseas assignment opportunities (largely limited to DD/I assignments for DD/I employees).

c. Positive value when considering qualifications for promotion.

3. Greater job security was mentioned. However, no true test of this facet of membership in the Career Staff has occurred to date. On the contrary, there have been members of the Career Staff who have encountered considerable difficulty in finding suitable assignment.

4. It has been suggested that some sort of notice or circular be issued spelling out in detail, with examples if possible, the already existing benefits of membership in the Career Staff as stated in paragraph 2 above and any other benefits which may have been overlooked.

5. It is further recommended that consideration be given to incorporating the following ideas, or similar ones, in any program to increase the advantages of membership in the CIA Career Service:

a. That a truly professional and positive manpower utilization program be developed within CIA which would enable

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members of the Career Staff to continue to make useful contributions to the Agency mission even if they become surplus to the needs of their immediate component. A first step in this direction would be the abolishing of Career Designations for individuals at about the GS-13 grades up. The Career Designation system tends to restrict over-all manpower utilization at the higher grades rather than enhance it. A second step might be to authorize components to carry one or two percent overages in strength and grade ceilings to permit the "temporary - indefinite" utilization of Career Staff members in assignments where their skills can be utilized irrespective of authorized T/O's.

b. That members of the Career Staff who are basically either institutional teaching or research type personnel or industrial operations and management type personnel, be given "sabbatical" leave on a highly selective basis, to work or study outside of Government in order to gain new perspective, re-establish professional contacts and to acquire detailed knowledge of new developments in their respective basic professions which may be applicable to CIA. This could be accomplished possibly through the establishment of some sort of an exchange program among CIA, U.S. universities and selected U.S. industrial organizations if security problems could be overcome.

c. That consideration be given to try to increase compensation by one in-grade step increase or similar amount upon acceptance of the employee as a member of the Career Staff.

d. That retirement legislation be initiated to provide retirement benefits to all personnel on a basis similar to the present military retirement system. Any proposal to grant additional retirement benefits to personnel who serve overseas only is looked upon by personnel, particularly DD/I personnel, as discriminatory since there are many who would like to serve overseas but for whom no overseas jobs will be available. In most cases, these assignments are looked upon as rewards and not in any sense hardship assignments deserving extra benefits. It is felt this same situation exists in the DD/P where people also in most cases, prefer a fair sprinkling of overseas assignments rather than continuous headquarters assignments. The fact is that the terms of membership in the Career Staff of CIA involves a commitment on the part of each individual to serve anywhere, any time, in any assignment which is determined by the Agency to be necessary. Whether or not CIA requires an individual to serve overseas in any given case seems to be beside the point since the employee must, at least subconsciously, plan his

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long-range personal circumstances to be available for overseas assignment if so directed. The Military Retirement System does not credit overseas assignment time towards retirement any differently than it does stateside assignment time. Apparently the Military Retirement System is based upon the presumption that all individuals are available to do whatever the military requires of them. Whether they actually ever are assigned to "hardship" jobs is evidently not as significant as the fact that they are subject to it at any time.

e. That a collateral loan value with the Northwest Credit Union be established for Career Staff membership. If Career Staff membership in fact increases job security and reflects an Agency opinion that the individual is of increased value to the Agency, then it seems logical to assume in the first instance that this individual is a better loan-risk than a non-career staff member. The tangible benefit could be the increasing of the limits of signature loans (requiring no co-signer) for members of the Career Staff beyond the present limits available to non-members of the Career Staff.

6. Finally, there is a general feeling that standards for acceptance in the Career Staff are too low. The opinion of many supervisors of membership in the Career Staff is determined negatively rather than positively. In other words, if there are no reasons not to recommend an individual into the Career Staff he is normally recommended. A "Category C" Career Staff membership applicant is certainly considered a "persona non grata" as far as the Agency is concerned although there may be specific and logical administrative reasons why he is not in the Career Staff which may have no bearing on whether or not he is making a useful contribution at the moment. For example, in the case of individuals who are 60 years old and who have had four or five years Agency service to date the question is raised as to whether or not an individual of this type, even though he is doing a good job, truly has before him a career in CIA in the commonly accepted definition of the term. Furthermore, it is suggested that the membership standards for the Career Staff be defined so that an individual may be removed from the Career Staff without his being separated from the Agency. Paragraph 7 b (3), [REDACTED] provides for the removal from the Career Staff but paragraph 4 (Policy) does not set forth the criteria for removal such as, for example, an expressed intent to look for a job outside the Agency.

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Chief, Administrative Staff, ORR

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